

**MINUTES**  
**VILLAGE OF LAKE PARK COUNCIL MEETING**  
**3801 LAKE PARK ROAD, LAKE PARK, NC**  
**REGULAR SESSION**  
**7 PM**

**NOVEMBER 14, 2017**

**ATTENDING:** Mayor David Cleveland  
Council Members: Pam Jack, James Record and Fabian Szarko  
Finance Officer Cheryl Bennett  
Village Administrator Cheri Clark  
Attorney Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the November 14, 2017 Regular Session Council meeting to order.

**INVOCATION:** Mayor David Cleveland gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor David Cleveland led the Pledge of Allegiance.

**PUBLIC COMMENT:** Judy Taul – 3801 Alden Street – shared that the Curb Appeal Committee has daffodil bulbs that need to be planted. She requested approval to plant them at the population sign on Lake Park Road.

Jeremy Russell – 5811 Creft Circle – congratulated Mayor David Cleveland, Councilwoman Pam Jack, Councilman James Record and Councilwoman elect Kristen Bowman on their election to Council.

**APPROVAL OF MINUTES:** James Record requested the deletion of the sentence – Cardinal Construction completed the replacement of several sidewalk panels in front of 3603 Alden Street. Pam Jack made the motion to approve the October 10, 2017 Regular Session Council Minutes as amended. Fabian Szarko seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** James Record made the motion to adopt the November 14, 2017 Council Meeting Agenda as presented. Fabian Szarko seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Mayor David Cleveland congratulated Deputy Dana Rucker for receiving his Advanced Law Enforcement Certificate. A lot of hard work, training and education is required in order to earn this recognition.

Deputy Hackney shared that there were 62 calls for service in October and 510 self-initiated calls. There were 6 alarm calls, 3 larceny theft, 1 suspicious vehicle, 2 dog complaints, 7 improperly parked cars and 31 traffic stops.

**SALE OF VILLAGE PROPERTY:** Mayor David Cleveland read the Resolution Authorizing Upset Bid Process into the minutes.

**VILLAGE OF LAKE PARK, NORTH CAROLINA  
Resolution Authorizing Upset Bid Process**

**WHEREAS**, the Village of Lake Park owns certain property located at 6105 Kenmore Lane and more particularly described in Deed Book 3536, Page 881 of the Union County, NC Registry; and

**WHEREAS**, North Carolina General Statute § 160A-269 permits the Village as a unit of local government to sell real property by upset bid, after receipt of an offer for the real property; and

**WHEREAS**, the Village Council received an offer to purchase the property described above in the amount of \$130.00, submitted by Robert and Karen Faulkner of Lake Park, NC (hereinafter "Faulkner"); and

**WHEREAS**, on October 10, 2017, the Village Council approved a Resolution authorizing the sale of the property described above through the upset bid process; and

**WHEREAS**, notice was duly published and no upset bid was received; and

**WHEREAS**, Robert and Karen Faulkner of Lake Park, NC, were the final and last bidder of such property with a bid of \$ 130.00.

**NOW THEREFORE, THE VILLAGE COUNCIL OF THE VILLAGE OF LAKE PARK, NC RESOLVES THAT:**

*One*, the original offer to purchase in the amount of \$ 130.00 made by Robert and Karen Faulkner of Lake Park, NC is hereby accepted subject to the conditions set forth in the resolution passed on October 10, 2017; and

*Two*, the Village Mayor is hereby authorized to execute any and all documents necessary to convey such property to Robert and Karen Faulkner of Lake Park, NC with any exceptions as allowed by law.

This the \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
David Cleveland, Mayor  
Village of Lake Park

Attest:

\_\_\_\_\_  
Cheri Clark  
Village Administrator

James Record made the motion to approve the Resolution Authorizing Upset Bid Process. Pam Jack seconded the motion. Vote – Unanimous.

**VOLP FIVE YEAR DEVELOPMENT PLAN:** Council discussed changes to the Action Plan format based upon feedback received from the committees. The new form will be modified to reflect the Goals with columns titled Objective(s), Action Steps, Council Approval, Person (s) Responsible, Resources Needed, Evaluation/Evidence/Documentation and Timeline for Implementation.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that as of October 31<sup>st</sup>, the Village has received 27% of the 2017 property taxes. We have also received the first quarter Sales and Use Tax - \$15,520. The audit was submitted on time and hopefully reports will be available at the December Council meeting.

	Oct 17	Jul - Oct 17	Budget	% of Budget
<b>General Fund</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	81,550.49	145,741.04	545,742.00	27%
Utility ad valorem	0.00	0.00	6,307.00	0%
Motor vehicle tax	6,485.03	22,753.29	78,389.00	29%
Ad valorem prior years	44.66	638.25	3,000.00	21%
Penalties and interest	67.54	644.88	2,500.00	26%
<b>Total Property Taxes</b>	<b>88,147.72</b>	<b>169,777.46</b>	<b>635,938.00</b>	<b>27%</b>
<b>Other Taxes</b>				
Stormwater Fees- current year	6,285.00	11,770.00	42,830.00	27%
Stormwater fees - prior years	0.00	90.00	250.00	36%
<b>Total Other Taxes</b>	<b>6,285.00</b>	<b>11,860.00</b>	<b>43,080.00</b>	<b>28%</b>
<b>State Shared Revenues</b>				
Alcoholic Beverage Tax	0.00	0.00	6,500.00	0%
Sales and use tax	15,520.80	18,967.17	187,000.00	10%
Telecom. Sales Tax	0.00	-83.80	2,000.00	-4%
Elec. Sales Tax	0.00	-1,071.48	100,000.00	-1%
Video Prog. Sales Tax	0.00	194.91	20,500.00	1%
Piped Gas Sales Tax	0.00	744.26	7,000.00	11%
Solid Waste Disposal Tax	0.00	581.99	3,300.00	18%
<b>Total State Shared Revenues</b>	<b>15,520.80</b>	<b>19,333.05</b>	<b>326,300.00</b>	<b>6%</b>
<b>Parks &amp; Recreation Revenue</b>				
Program Fees	0.00	340.00	1,500.00	23%
Facility Rentals	445.00	1,200.00	2,500.00	48%
Daily swim fees	0.00	11,499.00	12,000.00	96%
Season pass pool fees	0.00	660.00	50,000.00	1%
<b>Total Parks &amp; Recreation Revenue</b>	<b>445.00</b>	<b>13,699.00</b>	<b>66,000.00</b>	<b>21%</b>
<b>Other revenues</b>				
Zoning Permits	150.00	731.00	1,000.00	73%

Approp. Fund Balance	0.00	0.00	91,521.00	0%
Civil Penalties	210.00	280.00	300.00	93%
Investment revenue	349.05	1,373.20	1,500.00	92%
Miscellaneous	106.50	2,176.10	1,000.00	218%
<b>Total Other revenues</b>	<b>815.55</b>	<b>4,560.30</b>	<b>95,321.00</b>	<b>5%</b>
<b>Total Income</b>	<b>111,214.07</b>	<b>219,229.81</b>	<b>1,166,639.00</b>	<b>19%</b>
<b>Gross Profit</b>	<b>111,214.07</b>	<b>219,229.81</b>	<b>1,166,639.00</b>	<b>19%</b>
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
Economic Development	0.00	537.53	3,300.00	16%
Contingency	0.00	0.00	18,785.00	0%
<b>Stormwater Expense</b>				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	0.00	250.00	0%
Prof. Fees - Engineering	0.00	6,655.87	14,000.00	48%
Repairs & Maint. Services	0.00	1,459.59	28,730.00	5%
<b>Total Stormwater Expense</b>	<b>0.00</b>	<b>8,115.46</b>	<b>43,080.00</b>	<b>19%</b>
<b>Total Other Expenditures</b>	<b>0.00</b>	<b>8,652.99</b>	<b>65,165.00</b>	<b>13%</b>
<b>Planning and Zoning</b>				
Zoning Admin. Services	1,057.32	4,229.28	12,688.00	33%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	918.00	918.00	1,600.00	57%
Legal Services	0.00	344.00	10,000.00	3%
Advertising	0.00	0.00	220.00	0%
Postage	0.00	0.00	80.00	0%
Supplies	9.00	9.00	300.00	3%
Training	0.00	0.00	800.00	0%
<b>Total Planning and Zoning</b>	<b>1,984.32</b>	<b>5,500.28</b>	<b>26,288.00</b>	<b>21%</b>
<b>Gen. Govt. Personal Services</b>				
Adm Assistant	558.00	3,136.50	12,600.00	25%
Clerk/Tax Collector	5,618.76	22,475.04	67,425.00	33%
Council	0.00	3,201.50	12,806.00	25%
Finance Officer	1,455.92	5,823.68	17,471.00	33%
Mayor	0.00	1,313.25	5,253.00	25%
Payroll Expenses	664.79	3,073.73	9,875.00	31%
<b>Total Gen. Govt. Personal Services</b>	<b>8,297.47</b>	<b>39,023.70</b>	<b>125,430.00</b>	<b>31%</b>
<b>Professional Fees</b>				
Auditing Services	2,832.00	2,832.00	4,720.00	60%
Legal Services	0.00	2,892.50	11,000.00	26%
<b>Total Professional Fees</b>	<b>2,832.00</b>	<b>5,724.50</b>	<b>15,720.00</b>	<b>36%</b>
<b>Supplies and Materials</b>				

Office	367.53	1,545.44	6,000.00	26%
<b>Total Supplies and Materials</b>	<b>367.53</b>	<b>1,545.44</b>	<b>6,000.00</b>	<b>26%</b>
<b>Services</b>				
Advertising	0.00	79.60	100.00	80%
Membership and dues	0.00	4,851.00	5,200.00	93%
Bank charges	58.51	349.45	950.00	37%
Elections	0.00	0.00	3,500.00	0%
Insurance/bonds	0.00	15,597.42	8,515.00	183%
Miscellaneous oper. exp.	0.00	0.00	1,000.00	0%
Website/flyers	0.00	12.00	1,500.00	1%
Printing & Delivery Newsletter	241.30	531.50	2,400.00	22%
Postage	0.00	153.59	600.00	26%
Property Tax	0.00	231.13	500.00	46%
Strategic Planning	0.00	0.00	500.00	0%
Tax collection	126.31	544.42	2,500.00	22%
Telephone	484.81	1,856.65	5,200.00	36%
Training	0.00	0.00	1,200.00	0%
Travel	0.00	121.06	2,000.00	6%
<b>Total Services</b>	<b>910.93</b>	<b>24,327.82</b>	<b>35,665.00</b>	<b>68%</b>
<b>Capital Outlay</b>				
Waste Bin Screening & S/W	0.00	2,000.00	6,000.00	33%
Russell Park Sidewalk	0.00	5,540.00	7,500.00	74%
Laptop	0.00	0.00	2,000.00	0%
Sidewalk repairs	0.00	12,446.00	25,000.00	50%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>19,986.00</b>	<b>50,500.00</b>	<b>40%</b>
<b>Total General Government</b>	<b>14,392.25</b>	<b>104,760.73</b>	<b>324,768.00</b>	<b>32%</b>
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
Flags	0.00	0.00	1,000.00	0%
Janitorial /Cleaning Supplies	0.00	18.22	250.00	7%
Food/Provisions - events	0.00	1,359.26	2,500.00	54%
Pool Supplies	0.00	8.38	3,000.00	0%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>0.00</b>	<b>1,385.86</b>	<b>6,750.00</b>	<b>21%</b>
<b>Parks/Rec Services</b>				
Pool management fee	0.00	12,795.00	52,430.00	24%
Pool Operations	245.00	520.00	17,500.00	3%
Comm. center maintenance	381.00	1,411.09	10,900.00	13%
Seasonal Decorations	2,990.21	2,990.21	14,900.00	20%
Events Services	0.00	596.44	2,400.00	25%
Water/Sewer	337.23	1,142.56	8,000.00	14%
Natural Gas	28.79	113.41	700.00	16%

Total Parks/Rec Services	3,982.23	19,568.71	106,830.00	18%
Maintenance of Common Areas				
Landscaping	10,833.33	43,332.99	148,550.00	29%
Park maintenance	50.00	3,084.84	48,425.00	6%
Pond maintenance	1,381.50	5,865.18	19,600.00	30%
Electric Maintenance	0.00	407.73	10,500.00	4%
Repairs of Common Areas	<u>1,190.00</u>	<u>1,464.50</u>	<u>2,000.00</u>	<u>73%</u>
Total Maintenance of Common Areas	13,454.83	54,155.24	229,075.00	24%
Parks/Rec Capital Outlay				
Pool Lighting	0.00	0.00	5,000.00	0%
Mathisen Square Memorial	0.00	0.00	8,000.00	0%
Benches, Tables etc.	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>0%</u>
Total Parks/Rec Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>	<u>0%</u>
Total Parks & Recreation	17,437.06	75,109.81	357,655.00	21%
Public Services/Safety				
Electric bills	8,717.87	36,501.02	109,600.00	33%
Street Signs	3,000.00	3,065.00	7,500.00	41%
Waste Collection	15,447.82	46,343.46	191,000.00	24%
Law enforcement	<u>0.00</u>	<u>44,029.00</u>	<u>176,116.00</u>	<u>25%</u>
Total Public Services/Safety	<u>27,165.69</u>	<u>129,938.48</u>	<u>484,216.00</u>	<u>27%</u>
Total Expense	<u>58,995.00</u>	<u>309,809.02</u>	<u>1,166,639.00</u>	<u>27%</u>
Net Ordinary Income Powell Bill	52,219.07	-90,579.21	0.00	100%
Other Income				
Interest - Powell Funds	0.00	153.11	0.00	100%
Powell Bill Revenue	<u>0.00</u>	<u>48,033.22</u>	<u>96,800.00</u>	<u>50%</u>
Total Other Income	0.00	48,186.33	96,800.00	50%
Other Expense				
Street Exp. - Powell Bill	<u>6,975.00</u>	<u>17,753.50</u>	<u>96,800.00</u>	<u>18%</u>
Total Other Expense	<u>6,975.00</u>	<u>17,753.50</u>	<u>96,800.00</u>	<u>18%</u>
Net Powell Bill	<u>-6,975.00</u>	<u>30,432.83</u>	<u>0.00</u>	<u>100%</u>
Net Excess of Rev. over Exp.	<u>45,244.07</u>	<u>-60,146.38</u>	<u>0.00</u>	<u>100%</u>

Cheryl Bennett also requested Council approval for \$403.46 in tax payment refunds. Fabian Szarko made the motion to approve the tax refunds. Pam Jack seconded the motion. Vote – Unanimous.

**STORMWATER:** Cheri Clark requested funds for Stormwater repairs at 6609 Courtland Street and 5309 Fennell Street - \$10,500. Pam Jack made the motion to approve the Stormwater repairs on Courtland and Fennell. James Record seconded the motion. Vote – Unanimous.

Lucas Lawn and Landscaping has provided the Village with a bid of \$35,725 to reshape the Kristofer Channel. The scope of the project is more extensive than the work that was done in the Hoover Channel. The Village will plan an evening that residents along the Kristofer channel can come and discuss the scope of the project with the Stormwater engineers. Fabian Szarko made a motion to appropriate \$35,725 from the Stormwater Fund Balance to the Stormwater Line Item. Pam Jack seconded the motion. Vote – Unanimous. Fabian Szarko made a motion to approve the Lucas Lawn and Landscaping bid of \$35,725. James Record seconded the motion. Vote – Unanimous.

The Versailles Pond Stormwater project has been completed and the area looks very nice.

**PARKS AND RECREATION:** Mayor David Cleveland shared that P&R Commissioner Kevin Pimentel had two successful fishing trips on Lake Charles with the Metrolina After School Clubs. The boys caught 74 fish in two hours and the girls caught 12.

Kiker Tree Service has elevated the tree limbs along Conifer Circle and Sages Avenue so residents can safely walk around the ponds. Kiker also removed several other dead or dying trees in the Village.

The Waste Bin Enclosure at the Community Center has been completed.

The limbs on the trees across from the front entrance pond have been elevated and seven white Natchez Crepe Myrtles have been planted along the road.

Fabian Szarko shared that the annual Chili Cook-Off was held on Saturday, November 11<sup>th</sup> from 6:00 PM to 8:00 PM at the Community Center. Eight chefs vied for prizes, and approximately 80 residents enjoyed their concoctions and judged the best recipes. The winners were:

3<sup>rd</sup> Place – Kristen Bowman’s “Rainy Day Chili”

2<sup>nd</sup> Place – Nicole Mistretta’s “New Yawk Chili”

1<sup>st</sup> Place – Lois Lyons’s “Double L Chili”

Thanks to all of the competitors. A good time was had by all!

The Toys for Tots campaign has kicked off and will run until December 3<sup>rd</sup>. Donation boxes are located in the Community Center lobby. The Community Center will be open Saturday mornings November 18<sup>th</sup> and 25<sup>th</sup> from 10:00 to Noon for residents to drop off their new, unwrapped toys or monetary or gift card donations.

The annual Christmas Tree lighting ceremony will be held in Mathisen Square on December 3<sup>rd</sup> from 5:30 PM to 6:30 PM.

**ECONOMIC DEVELOPMENT:** Sandy Coughlin has provided copies of the draft October 28<sup>th</sup> EDC meeting minutes for Council.

**PUBLIC SERVICES (Street, Waste Collection & Lighting):** James Record shared that Cardinal Construction will be replacing the sidewalk panels on Amber Court and Alden Street - \$3,725 by the first week in December.

Pam Jack shared that the Village had a meeting with Waste Pro concerning some recent service complaints. There has been a management change with Redd Osbourne retiring, however Waste Pro is committed to providing reliable quality customer service.

Please report lighting concerns to John Barnes.

**COMMUNICATION:** The deadline for articles and information for the December newsletter is Friday, November 17<sup>th</sup> at 5 p.m.

**COUNCIL COMMENTS:** James Record thanked the residents of Lake Park that voted in the recent municipal election and the candidates that ran for Council.

Fabian Szarko thanked the candidates that ran for Council and encouraged them to get involved in Lake Park.

Pam Jack shared that she is looking forward to working with the newly elected Council and wished everyone a Happy Thanksgiving.

Mayor David Cleveland thanked everyone that ran for office. He will be reaching out to the Council members to discuss areas of interest before the organizational meeting in December. Mayor Cleveland also wanted to recognize Jennin Barnes for being the 2017 Porter Ridge Homecoming Queen and Josh Barnes for being selected to represent the sophomore class on the Homecoming Court.

Ken Swain provided additional drone literature for Council review.

**ADJOURN:** Fabian Szarko made the motion to adjourn. Pam Jack seconded the motion. Vote – Unanimous.

  
Mayor David Cleveland

Respectfully submitted,

  
Village Administrator, Cheri Clark

